School of Open Learning

(Campus of Open Learning)

University of Delhi

PROSPECTUS 2012-2013

Postgraduate Courses

M.A. (Hindi) | M.A. (History)
M.A. (Political Science) | M.A. (Sanskrit) | M.Com.

FACULTY AND COMMITTEES

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*Teacher-in-charge (TIC)

TABLE OF CONTENTS

S.O.L. Campuses are Smoke Free Zone

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ACCOMPLISHING A MISSION

The School of Open Learning, University of Delhi, formerly known as the Directorate of Correspondence Courses, established under the University of Delhi in 1962, is a pioneer Institution in the field of Distance Education in India.

The country witnessed the beginning of an alternate mode of education when the School started with a modest admission of 900 students in 1962. The School enrolled more than three lakh fifty thousand students in the Academic Session 2011-2012. On many occasions our students have been toppers in a range of disciplines.

The admission process for various courses in the School is governed by the norms established by the University of Delhi. The examination is also conducted by the University of Delhi. The University of Delhi confers the degree to the students of the School as it does in the case of its other constituent Colleges. There is no differentiation in the course curriculum followed by the School of Open Learning and other constituent Colleges and Departments of the University of Delhi. In an effort to cater to the needs of a growing number of students the School established the South Study Centre at Moti Bagh from the academic session 1990-91. In an effort to reach out to a larger number of students, the School is in the process of opening up Study Centres in the Eastern and the Western parts of the National Capital Region of Delhi.

The School offers Undergraduate / Postgraduate Degree courses in the subjects of Arts / Humanities and Commerce. The mode of instruction is primarily through well prepared printed course material which is distributed at the time of admission or by mail to all the enrolled students. This is also supplemented through Personal Contact Programme conducted for the benefit of students at various study centres run by the School. An experienced faculty is always available at the main campus for academic interaction with students.

The School offers learning through the distance education mode which is a viable alternative for students who need a flexible medium of instruction to attain higher education and vocational skills.

This Prospectus contains essential information for all those who wish to seek admission to various postgraduate courses offered by the School of Open Learning, University of Delhi.

Details about various postgraduate courses offered, minimum eligibility conditions for admission to these courses and the admission procedure are outlined in the subsequent sections hereinafter. Effort has been made to summarize all important information for the candidates seeking admission to the postgraduate courses being offered, however, clarifications for any specific case for which guidelines are not provided herein may be obtained from the School.

The Registration form as well as Enrolment–Cum–Admission form is also included in this Prospectus.

Get all Answers to your queries at
926-88-252-99

2

IMPORTANT INFORMATION

2.1 Key Dates for Admission - Post graduate Courses

The students can purchase the Prospectus containing the forms for Admission between 9.30 a.m. to 5.00 p.m. on all working days i.e., Monday to Friday, at the following Centers :

➢ School of Open Learning, North Campus, University of Delhi.

➢ South Study Centre of the School of Open Learning at South Moti Bagh, New Delhi (only for Sale of Prospectus)

The above centers observe a Lunch Break from 1.00 p.m. to 1.30 p.m.

The Admission forms will be processed and finalized only at the School of Open Learning, North Campus. Students will have to come to SOL, North Campus for all matters related to their ad missions.

Key dates for all admission related activities are indicated below.

	ADMISSIONS	DATE
➢	Start of sale of Prospectus containing Registration & Admission Form	May 01, 2012
➢	Last Date for Admission (with condonation of delay by the Vice-Chancellor)	August 31, 2012
➢	Registration for M.Com. Course	May 01 to June 01, 2012
➢	Date and Time of Entrance Test for M.Com. Course	June 17, 2012 at 9.30 A.M.
➢	Registration for M.A. Hindi Course	May 15 to June 11, 2012
➢	Date and Time of Entrance Test for M.A. Hindi Course	June 17, 2012 at 2 P.M.
➢	Registration for M.A. Political Science Course	May 16 to June 20, 2012
➢	Date of Entrance Test for M.A. Political Science Course	June 24, 2012 at 10 A.M.
➢	Registration for M.A. History Course	May 16 to June 29, 2012
➢	Date and Time of Entrance Test for M.A. History Course	July 05, 2012 at 10 A.M.
➢	Registration for M.A. Sanskrit Course	May 16 to July 0 2, 2012
➢	Date and Time of Entrance Test for M.A. Sanskrit Course	July 09, 2012 at 10 A.M.
	MIGRATION	
➢	Inter-College Migration is permissible in all the Post-graduate courses as per the rules of the University of Delhi.	

2.1.1 Identity Cards

Every student is required to have an Identity Card of the School. The SOL would send the I Cards By Post to the students latest by 30th Sep, 2012. Students are advised to contact the relevant Admission Sections at the Main Campus, if he/she does not collect his/her Identity Card on the above mentioned dates. If this card is lost by the student a duplicate can be issued on payment of Rs. 30/- only.

2.2 Span Period of Study

All Postgraduate Courses offered by the School have a specified minimum and maximum allowed span period for completing the same. The minimum period allowed is two years and the maximum period allowed is four years for completion of any Postgraduate course. These stipulations are to be strictly observed during the course of study at the School.

Span of Study (Years)		
	Minimum	Maximum
M.A. Hindi	2	4
M.A. History	2	4
M.A. Political Science	2	4
M.A. Sanskrit	2	4
M.Com.	2	4

2.3 Office Hours

The School remains open for interaction with students on all working days from 9.00 a.m. to 5.30 p.m. Office of the School remains closed on Saturdays, Sundays and other declared Holidays.

2.4 Essential Documents to be Submitted (Check List)

Please ensure that the following documents are to be submitted along with the Application for Registration/Admission form. In case the relevant documents are not enclosed, your Application for Registration/Admission will not be considered.

1. **At the time of Registration for Entrance Test**

    (i)   Duly filled Registration From.

    (ii)   Draft/Cash (Rs.250/- for Gen/OBC and Rs.100/- for SC/ST/PC).

    (iii) Two Passport size photographs.

    (iv)   Self-attestted **Photocopy of 10th Certificate**.

    (v)   Self-attestted **Photocopy of 12th Passing Certificate**.

    (vi)   Self-attestted **Photocopy of I, II and III Year Marksheet**.

    (vii) In case the result of IIIrd year is awaited the student will submit the Self-attestted **Marksheets of I and II Year and admit card of 3rd year (only for the students of Univeristy of Delhi)**.

2. **At the Time of Admission**

    In all cases the required fees should be deposited with the Admission Form through Bank Draft on State Bank of India. A Crossed Pay Order / Bank Draft payable at Delhi drawn on State Bank of India in favour of **The Executive Director, School of Open Learning, University of Delhi, Payable at State Bank of India, Service Branch, New Delhi**. For students residing outside Delhi the bank draft can be obtained from any nationalized bank.

    (i)   Duly filled Admission Form.

(ii)   Bank Draft for Category 'A' Rs. 5800/-, Category 'B' Rs. 5300/- and Category 'C' Rs. 14,300/- (See page no. 28).

(Iii) Two recent passport size photographs to be affixed (a) one on the Application Form and (b) another on the Identity Card Form. It should be pasted not stapled.

(iv)   Self-attestted **Photocopy of 10th Certificate**.

(v)   Self-attestted **Photocopy of 12th Passing Certificate**.

(vi)   Self-attestted **Photocopy of I, II and III Year Marksheet**.

(vii) In case the result of IIIrd year is awaited the student will submit the Self-attestted **Marksheets of I and II Year and admit card of 3rd year (only for the students of Univeristy of Delhi)**.

(viii) Original Provisional Certificate of Graduation for current year student. However, other student is to submit the photocopy of Degree Certificate.

(ix)   Migration certificate in original of the respective University if the candidate is studied from other than Delhi University.

(x)   Self attested photocopy of Reserve Category Certificates of the candidate, if applicable (for example SC/ST/OBC/ PC etc.)

(xi)   Latest **Original Income Certificate,** if applying for fee concession.

(xii) Self attested photocopy of **BPL Ration Card as well as Original Income Certificate** if applying for Financial Assistance

(xiii) Disability certificate, in case of physically challenged candidates (in duplicate) issued by the competent hospital/board.

(xiv) Candidates are required to produce all the Original Certificates for verification at the time of admission.

(xv)   The Enrolment number allocated by the college/university is essential to fill in the admission form.

2.5 Additional Information

1. Students already on rolls need not apply for admission afresh for M.A./M.Com. (Final).

2. Any transaction made otherwise will be at the risk and responsibility of the student.

3. Students are advised to keep all the Fee Receipts with them intact till they receive their Degree Certificate.

4. A student enrolled with the School, like any other regular student of the University of Delhi, studies the same syllabi and curricula and is awarded the same degree by the University.

5. Candidates are not permitted to pursue studies for two courses simultaneously either in Delhi and /or some other University. Candidates are also not allowed to pursue the same course in two different Universities.

6. There is no restriction on admission in any course for gap year students.

7. It is the basic responsibility of the student to submit the required certificates and documents in support of his/her eligibility, as and when demanded. All admissions are provisional till the verification of original certificates and confirmation by the University of Delhi. The School reserves the right to cancel the admission and / or result of any part of the examination of the concerned Degree Course of any student who fails to submit the required documents within the stipulated time.

8. The students are advised to use the Registration Form for Entrance and keep all other forms intact. These forms will be required for completing admission formalities after qualifying for admission on the specified basis of selection for individual courses. The merit list shall be displayed on SOL website **https://sol.du.ac.in as well as concerned admission section.**

9. **The students of University of Delhi who have appeared in final year examination in Annual-2012 of any Under Graduate Course can get themselves registered to appear at the Enterance Test of the respective Course in Post Graduate, but their eligibility of admission will only be determined as per University rules.**

10. The Original Provisional Certificate or Original Migration Certificate submitted by candidate at the time of Admission will not be returned back in any circumstances.

11. No person who has been convicted of an offence involving moral turpitude shall be admitted to a course of study or permitted to take any examination of the University until a period of two years has elapsed from the date of expiry of the sentence imposed on him/her. However, the Academic Council may, in a special case, exempt any person from the operation of this rule.

12. Aggregate marks in respect of examinations where the results shown in grades and standards attained in different subjects (such as the Pre-University /Pre-Degree Examination etc.) the minimum percentage of the marks for subjects given in standards is taken into account.

13. Candidates must ensure their eligibility to the course to which they apply. The School reserves the right to cancel any admission at any stage if found ineligible as per rules and regulations prescribed by the University from time to time. **For any legal proceedings, the jurisdiction shall be the Delhi Courts.**

14. The OBC status is to be determined on the basis of the central list of OBCs, notified by the Ministry of Social Justice & Empowerment on the recommendations of the National Commission for Backward classes available at the website of the commission. (http://ncbc.nic.in/ backwardclasses/ index.html) The documents in evidence of the OBC status will be required from the students at the time of registration as well as granting admission.

15. Rounding off a fraction of marks for purposes of admission to any course is not permitted.

16. Candidates are required to fill in carefully the under-mentioned forms after reading all the instructions.

    a. Registration Form for Entrance Test

    b. Admission Form

    If any fake attestation/falsified records are detected, the student will be debarred from attending any course in the University or its college(s) for next five years and in addition, a criminal case under relevant section of IPC (viz. 470,471,474 IPC etc.) will be instituted against him, to subject him to the requisite criminal proceeding.

17. Students making financial transactions i.e. Fee at other than the counters provided by the School, will be at their own risk and responsibility.

18. The candidates other othan Delhi University will not be considered for Entrance Test, if their Final Year result is awaited.

19. Candidates who have passed their B.A.(Pass)/B.A.(Prg.)/B.A.(Hons.)/B.A.(Hons) Prg./B.Com.(P)/B.Com or equivalent examination under 10+2+3 scheme of examination of Delhi University or an examination recognized as equivalent thereto, if eligible would be registered to P.G. Courses for the Academic Session-2012-13.

2.6 List of Holidays

List of declared holidays for the year 2012 is provided below for the reference of students.

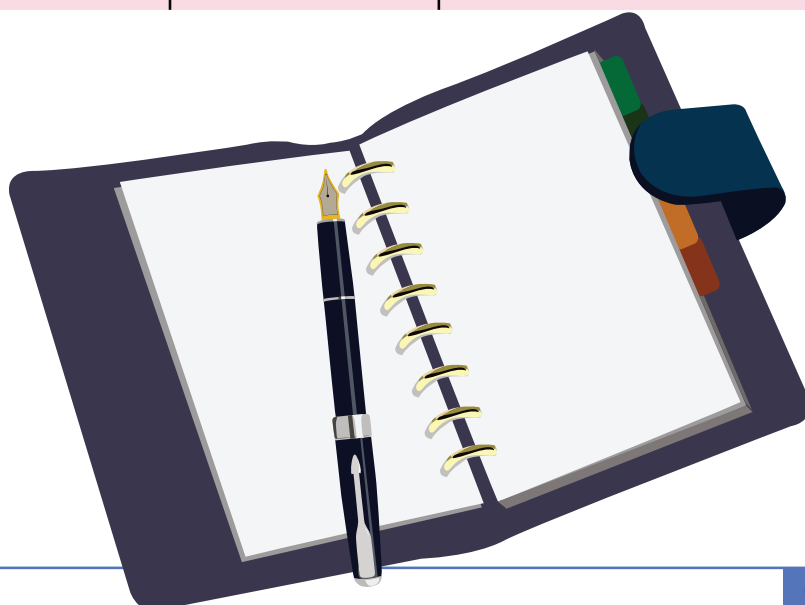| HOLIDAYS		
Independence Day	August 10, 2012	Friday
Janamashtmi	August 15, 2012	Wednesday
Idu'l Fitr	August 20, 2012	Monday
Mahatma Gandhi's Birthday	October 02, 2012	Tuesday
Dussehra (Vijya Dashami)	October 24, 2012	Wednesday
Idul Zuha (Bakrid)	October 27, 2012	Saturday
Diwali (Deepawali)	November 13, 2012	Tuesday
Muharram	November 25, 2012	Sunday
Guru Nanak's Birthday	November 28, 2012	Wednesday
Christmas Day	December 25, 2012	Tuesday

2.7 Contact Information

Complete details of contact information for both the School and its South Study Centre are provided below. Students may contact the School in case of any problem.

In addition the School also has a website which provides essential information services related to Updation of students profile, Status of Degree, Marksheet, Exam., PCP, Old Question Papers, Study Materials, Syllabus, Radio 90.4, Faculty members contact etc. to students.

You can visit us at **https://sol.du.ac.in**

NORTH CAMPUS		SOUTH CAMPUS (Only for sale of prospectus)	
School of Open Learning [Campus of Open Learning] University of Delhi, 5 Cavalry Lane, Delhi-110007		**School of Open Learning** [Campus of Open Learning] **South Study Centre** South Moti Bagh, (Old Motilal Nehru College Building) New Delhi - 110021	
PABX/Enquiries	27667600, 27667581, 27667645	PABX/Enquiries	26882897, 26879462
Executive Director	27666776	Deputy Director	24104037
Fax	27667242, 27666973	Fax	24104027

3

COURSES OFFERED

The School offers Courses in Arts/Humanities and Commerce streams of study at the Undergraduate as well as Postgraduate level. The postgraduate courses are of minimum two years duration. The following courses are available to students for postgraduate studies :

All the available courses are summarized below :

3.1   Postgraduate Courses
➢   Master of Arts [Hindi]
➢   Master of Arts [History]
➢   Master of Arts [Political Science]
➢   Master of Arts [Sanskrit]
➢   Master of Commerce

3.2   Undergraduate Courses
➢   Bachelor of Arts [Programme Course]
➢   Bachelor of Arts [Hons. Programme] English
➢   Bachelor of Arts [Hons.] Political Science
➢   Bachelor of Commerce
➢   Bachelor of Commerce [Hons. Programme]

Requirements for admission to Postgraduate courses only have been covered in this Prospectus. A separate prospectus is available for admission to Undergraduate courses.

4

REQUIREMENTS FOR ADMISSION

The minimum requirements for admission to various Postgraduate courses offered by the School are summarized below. Various aspects such as qualifying examinations, minimum marks required, age requirements and course specific requirements are covered hereinafter.

4.1   Qualifying Examinations

Qualifying examinations and the minimum eligibility conditions for the purpose of admission to various Postgraduate courses offered by the School are summarized in Section 4.3 below. Each sub-section deals with course specific eligibility conditions.

4.2   Who can Apply

a.   Admission is open to candidates from all over India.

b.   Admission is also open to Indian nationals working in Indian missions abroad and also to their dependents, subject to appear University Examination at Delhi centre only.

c.   Admission is also open to Indian nationals settled abroad provided they are :

- Eligible
- They take the University examination at the Delhi Centre only.
- They submit a duly attested photocopy of the passport.

On seeking admission to the School of Open Learning, Indian nationals settled abroad shall be required to make an extra payment of Rs.1,500 per year towards postage charges. (All payments from such students will be accepted through Bank Draft).

d.   Foreign nationals residing in India are also eligible for admission in this School. Their cases will be dealt with as per procedure laid down under Special Provisions mentioned in section (4.5.6).